



DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY ARMOR CENTER AND FORT KNOX
50 3RD AVENUE, SUITE 116
FORT KNOX, KENTUCKY 40121-5230

REPLY TO
ATTENTION OF:

Expires 30 January 2008

IMSE-KNX-EEO (690)

30 January 2006

MEMORANDUM FOR

Commanders, All Units Reporting Directly to This Headquarters
Commanders, Fort Knox Partners in Excellence
Directors and Chiefs, Staff Offices/Departments, This Headquarters

SUBJECT: Fort Knox Policy Memo No. 7-06 – Reasonable Accommodation for Individuals with Disabilities

1. References.

- a. 29 CFR, Part 1614.203, Rehabilitation Act.
- b. 29 CFR, Part 1630, Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act.
- c. Fort Knox Regulation 690-16, Reasonable Accommodation of Disabled Employees and Applicants for Employment, 31 July 2003.
- d. Executive Order 13164, 26 July 2000.
- e. Equal Employment Opportunity Commission (EEOC) Guidance, 20 October 2000.

2. Fort Knox policy is to fully comply with the reasonable accommodation requirements of the Rehabilitation Act of 1973. Under the law, federal agencies must provide reasonable accommodations to qualified employees or applicants with disabilities, unless to do so would cause undue hardship.

3. As a model employer, Fort Knox will strive to accommodate disabilities whether or not they are covered by the standards set forth in the Rehabilitation Act and the Americans with Disabilities Act. Fort Knox is committed to providing reasonable accommodations to its employees and applicants for employment in order to assure that individuals with disabilities enjoy full access to equal employment opportunity at Fort Knox. Fort Knox provides reasonable accommodations when:

- a. An applicant with a disability requests accommodation in the application process,

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b. An employee who, with or without accommodation, can perform the essential functions of the job and requests an accommodation for work or requests to gain access to the workplace, and

c. An employee with a disability requests accommodation to enjoy equal benefits and privileges of employment.

4. Fort Knox supervisors/managers will process requests for reasonable accommodation and, when appropriate, provide reasonable accommodations in a prompt, fair, and efficient manner. Procedures for processing reasonable accommodation requests are outlined in Fort Knox Regulation 690-16, Reasonable Accommodation of Disabled Employees and Applicants for Employment.

5. I fully support reasonable accommodation for individuals with disabilities and consider it a matter of high priority.

FOR THE COMMANDER:



MARK D. NEEDHAM
COL, AR
Garrison Commander

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